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**Minutes of the Ellsworth Public Library Board of Trustees
Thursday, December 20, 2018**

Attending: Ron Fortier, Chairman; Anne Lusby, Treasurer; Jane McLetchie, Secretary; Spencer Patterson King; Martha Nordstrom; Amy Wishart, Director; Sandy Abbott, Asst. Director

Call to order at: 5:16

Minutes of the November 26, 2018 Regular Meeting

Anne Lusby moved to accept the minutes of the November 26, 2018 with a few typos corrected.

Seconded by Spencer Patterson King

Approved 5-0

Financial Reports and Planning

a. Treasurer's Report

Anne Lusby reported that the Fund 80 account is \$77,415.77. The library has used 37% of the budget to date.

Ron Fortier motioned to accept the Treasurers Report

Seconded by Spencer Patterson King

Approved 5-0

b. Annual Appeal Report

The Director reported that so far 191 donors have donated \$11,915.00. Our net profit is \$8,771.17.

Town Warrants Report

a. Review of Town Meeting Assignments

Lamoine's Budget Committee has acknowledged our request.

b. Town Meeting Results

none

Building and Grounds Report

Edmund Murray reported that the elevator repairs are completed and the floor numbers will be changed to "LL" for the ground floor, the main floor will be "1", and the top floor will now be "2". Thayer Corp came for a contracted service call to clean the furnace and check the HVAC system.

Friends of the Library Report

Jane McLetchie reported that the next meeting will be on January 2, 2019. This meeting will be where the library presents their "wish list" to the Friends for funding.

Director's Report

The Director reported that:

- She and Sandy Abbott met with two staff members of Americorps about offering some technology classes in early 2019.
- The TV and DVD player the Friends purchased for the library is being used.
- She met with Tammy Mote to discuss staff benefits.
- She and Sandy Abbott will meet with Tammy Mote and Jenn Merchant to discuss questions we have about the Fund 80 account.
- The library has been awarded a grant from Family Place Library for early literacy, planning learning spaces in the library, child development, etc.

Unfinished Business

a. Website Design Update

The current website is being looked at to see what should be kept and what should be changed or eliminated.

New Business

a. FY 20 Budget

No information has arrived yet from Ellsworth City Hall. When the information comes we will have a special meeting to work on the FY20 budget.

b. Negotiations

Jane McLetchie and Spencer Patterson King met with the staff representatives about the requests for 2020.

c. LED Project

Ron Fortier is looking at costs, work times in library, and available rebates for this project.

d. Director's Evaluation

Forms for staff and trustees to fill out will be given out in the beginning of January and be due back by January 18th. Jane McLetchie will tabulate the results and have them ready for Executive Session at the January 28, 2019 meeting.

Public Comment

None

Adjournment

Spencer Patterson King moved to adjourn at 7:05

Seconded by Martha Nordstrom

Approved 5-0

Respectfully submitted,

Jane McLetchie, EPL Trustee Secretary